

**CAPPS HR/Payroll**  
**Required Maintenance**  
Date of Report: 01/16/2021

Service/Support Request (SR) Information

SR #	Requesting Agency	Product	Impacts All Agencies	Module	Priority	Short Description	Long Description	Status; *Update	<b>NEW!:</b> UAT & PRD Target Dates
3505	CAPPS	CAPPS HR/Payroll	Yes	PY Payroll	Medium	Create PY Document Approval Page in CAPPS	In an effort to streamline processing and create better security controls, a payroll document approval page will be created in CAPPS. This page will be populated with the payroll documents requiring approval (e.g. batch type PAY) as they are created and released for processing in SPRS. Payroll approvers will access this page in CAPPS to provide approval for payment rather than logging in to the SPRS mainframe system. Upon save of the approval page a web service call will be made to SPRS with all the document numbers approved for payment for that night. Upon confirmation that the person entering the approvals has the appropriate security/authority to do so, the document numbers/approvals will be written to the ELECTRONIC APPROVAL SCREEN (SPAPPR) in SPRS. If the user does not have the appropriate security/approval authority an error message will be returned and the documents will not be written to the ELECTRONIC APPROVAL SCREEN in SPRS. All entries on the CAPPS Payroll Approval page should be retained for audit purposes. Work on this must be coordinated with the SPRS ACR (# TBD), which will create the document approval web service.	*User Acceptance	Projected Dates: UAT 12/15/20 to 1/15/21 PRD 1/21/21
8995	CAPPS	CAPPS HR/Payroll	No	Reports	High	FMLA frequency exceeded report	New report required to reflect employees who have exceeded the frequency when using intermittent leave for FMLA.	In Work	Projected Dates: UAT 3/04/21 to 3/17/21 PRD 3/18/21
9296	CAPPS	CAPPS HR/Payroll	No	Mgr Self Service (MSS)	Medium	Managers can change time on unauthorized TRCs	Managers can change time on TRCs that they do not have access to enter. Example: Managers at a particular agency do not have access to ANLVI. A Super User enters ANLVI for a new employee. The manager can change the amount of time that the Super User entered. The edit for the TRC is on the TRC entry space itself, so there's no chance for it to fire.	Assigned	TBD
10629	CAPPS	CAPPS HR/Payroll	No	TL Time and Labor	High	Timesheet edit to prevent ANLVP entry	Timesheet edit needed to prevent entry of ANLVP under certain conditions (e.g., employee is not terminated and does not fall under conditions specified for agencies like 771/772, etc., terminated for less than 30 days, future-dated terminations, etc.).	Assigned	TBD
12388	CAPPS	CAPPS HR/Payroll	No	PY Payroll	Medium	Employee name on W2 form is modified	Although the employee's name does not exceed the character limit for the W2 form, the full name (First Name, Middle Name/Initial and Last Name) are not displayed on the form in certain conditions. Several tickets have been opened related to this issue. Initial research suggests a modification is need to the SQR used to create the 'form'. This should be addressed for the creation of the next round of W2s for tax year 2019.	Assigned	TBD
14903	CAPPS	CAPPS HR/Payroll	Yes	PY Payroll	High	SPRS Audit Rrpt Updates for Multiple BSY Earnings	When an employee has multiple BSY earnings, the SPRS Outbound interface should populate the Entitlement and Deduction tables with same amounts as their corresponding payroll and distribution tables so that SPRS Audit report doesn't produce Out Of Balance errors.	*Completed	PRD 11/16/20
16605	CAPPS	CAPPS HR/Payroll	Yes	HR Human Resources	High	Remove LOA reason code from Job Data	Remove the remaining LOA reason codes from Job, so that all employees must do LOA (all LOA, not just FMLA-related) on the timesheet.	Assigned	TBD

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17119	CAPPS	CAPPS HR/Payroll	Yes	Performance Mgmt	Medium	Modify workflow follow Roll Up/Roll Down process	Currently if a manager submits a performance document for approval, then is either terminated or transferred to another agency, this results in the HR Roll-up process to activate. The documents are transferred to the correct next level manager (as designed) however the workflow for the approvals remain with the terminated manager. The enhancement is to modify the workflow to approvals to follow the Roll-up/Roll down process.	*Pending Prod Approval	PRD 1/14/21
17256	CAPPS	CAPPS Reporting Team	Yes	PY Payroll	Medium	Remove hard coding from TXTAX810	Hard coding JOBCODES on the Texas Quarterly UI Wage Report does not allow unemployment wages to be pulled if an employee moves into one of the JOBCODES in the middle of a quarter.	Hold	TBD - Pending SR 25552
20334	CAPPS	CAPPS HR/Payroll	Yes	PY Payroll	Medium	Implement a NOC Process for CAPPS	The NOC process should read the BANK Notice of Change and Returns File received via the Treasury system and the process should make updates on the Employees Direct Deposit page in the CAPPS system.	In Work	Projected Dates: UAT 4/7 to 4/22/21 PRD 4/29/21
21664	CAPPS	CAPPS HR/Payroll	No	PY Payroll	High	Qtrly 941 processes needs to be updated to include FFCRA Earnings Codes	Quarterly 941 process is using below custom processes. Two of them need to be updated to include new FFCRA tax class FICA/ER Exempt. 1) Refresh History Process – TX941HST.sqr – has tax_class hard coded and needs to be updated to include new tax_class FICA/ER Exempt (8). 2) Query - TX_PY_TAX941_HISTORY – tax_class not hard coded. 3) Federal Tax Summary - TXTX10FD.sqr – tax_class not hard coded. 4) TX Fed Tax Summary -Detail Employee Level - TXTAX007.sqr – tax_class not hard coded. 5) TX IRS 941 Quarterly Tax Report - TXTAX941.sqr - has tax_class hard coded and needs to be updated to include new tax_class FICA/ER Exempt (8).	Assigned	TBD
21955	CAPPS	CAPPS HR/Payroll	No	HR Human Resources	Medium	ERS Results Page not displaying all records	Per the design for HCM5740, there is a limit on the number of 9000 rows that ERS Result can display. If this limit is exceeded, the page will not display any results.	Assigned	TBD
21996	CAPPS	CAPPS HR/Payroll	No	TL Time and Labor	High	Time Needs Approval Status Report	Need to add the Time Needs Approval Status Report link to the Reports tile.	Assigned	TBD
22001	CAPPS	CAPPS HR/Payroll	No	CA Commitment Accounting	Medium	Changes related to Project Costing	Need to build some additional rules and make configuration changes for the Holiday hours. Adding LAC's.	Assigned	TBD
22015	CAPPS	CAPPS Reporting Team	No	HR Human Resources	Medium	Create a Grievance Report	Create a Grievance Report similar to the disciplinary report.	Assigned	TBD
22264	CAPPS	CAPPS HR/Payroll	Yes	PY Payroll	High	Add PC Fields to PY Details	Add PC Fields to PY Details File, PY Details Table, PY Details Process. Agencies cannot use PC fields in valid combo codes to make direct payments without this change. Additionally, update the GL Interface process, related tables and the GL Interface file to include PC fields. Agencies cannot use PC fields in valid combo codes to make direct payments without this change.	In Work	Projected dates: UAT 03/23 to 04/6/21 PRD 04/15/21
22265	CAPPS	CAPPS Reporting Team	Yes	PY Payroll	High	Update PY Details Queries associated with 22264	Please see ASP 22264 (Add PC Fields to PY Details File, PY Details Table, PY Details Process). PY Details queries will need to be updated associated with this change.	In Work	Projected dates: UAT 03/23 to 04/6/21 PRD 04/15/21

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22266	CAPPS	CAPPS HR/Payroll	Yes	PY Payroll	High	Add PC Fields to Budget Load Spreadsheet	Add PC Fields to the BLS processes, including the appropriate temp tables. Agencies cannot use PC fields in valid combo codes to make direct payments without this change.	In Work	Projected Dates: UAT 1/25 to 2/5/21 PRD 2/9/21
22267	CAPPS	CAPPS Reporting Team	Yes	PY Payroll	High	Budget Error Report - See ASP 22266	This change is to go along with ASP 22266 (Add PC Fields to the BLS processes, including the appropriate temp tables). The Budget Error Report will also need to be updated.	In Work	Projected Dates: UAT 1/25 to 2/5/21 PRD 2/9/21
22268	CAPPS	CAPPS HR/Payroll	Yes	PY Payroll	High	Add PC Fields to Fringe Redistribution Process	Actuals Distribution process will most likely account for the PC fields, but this will need to be tested. Add PC Fields to Fringe Redistribution Process as this process will likely not select the correct valid combo codes. Agencies cannot use PC fields in valid combo codes to make direct payments without this change.	In Work	TBD
22269	CAPPS	CAPPS Reporting Team	Yes	PY Payroll	High	PDAR and the Funding Reports updates for ASP 22268	This ticket is to request changes to the PDAR and Funding Reports based on changes for ASP 22268 (Add PC Fields to Fringe Redistribution Process)	In Work	TBD
22270	CAPPS	CAPPS HR/Payroll	Yes	HR Human Resources	High	Ability to update retirement indicator	Agency's should be able to change the retirement indicator for certain circumstances.	Assigned	TBD
22556	CAPPS	Talent Management	No	ELM	Medium	Mandatory Training Overdue Report	Report to identify the Mandatory Training courses that have not been completed by the Due Date. The report must meet the multi-tenant requirements.	In Work	Projected dates: UAT 3/17 to 3/30/2021 PRD 4/1/2021
<b>22559</b>	CAPPS	Talent Management	No	ELM	Medium	Course Completions Report	Report that identifies agency learners who have completed a selected course within a date range. The report must meet the multi-tenant requirements.	<b>*In Work</b>	Projected dates: UAT 3/17to 3/30/2021 PRD 4/1/2021
<b>22560</b>	CAPPS	Talent Management	No	ELM	Medium	Safety and Health Course Completions Report	Report that identifies the total number of Safety and Health category related courses completed by each employee within a selected date range.	<b>*In Work</b>	Projected dates: UAT 3/17to 3/30/2021 PRD 4/1/2021
<b>22561</b>	CAPPS	Talent Management	No	ELM	Medium	Employee Learning Record	Report that identifies the active training courses that an employee has planned, is currently enrolled in and has completed within a defined date range.	<b>*In Work</b>	Projected dates: UAT 3/17to 3/30/2021 PRD 4/1/2021
22566	CAPPS	CAPPS HR/Payroll	No	PY Payroll	Medium	Taxable Gross Audit Report incl new tax class	The Taxable Gross Audit Report needs to include the new FFCRA tax class FICA/ER Exempt	Assigned	TBD
22567	CAPPS	CAPPS HR/Payroll	No	PY Payroll	Medium	Add FFCRA earn codes to the FTE Reports	The FTE instructions indicate employers should use "work hours paid". This includes work hours paid that are covered by paid leave taken. This should be including time coded as FFCRA.	Assigned	TBD
<b>22715</b>	CAPPS	CAPPS HR/Payroll	No	HR Human Resources	Medium	Email address update in user profile	Update email address on user profile when users add/change/delete email address in modify a person or employee self service.	<b>*Rework</b>	
<b>23023</b>	CAPPS	CAPPS HR/Payroll	No	PY Payroll	High	Create PDF Earnings Statement process	Agencies will have the ability to run the Create PDF Earnings Statement process.	<b>*Completed</b>	PRD 11/16/20

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23162	CAPPS	CAPPS HR/Payroll	No	Performance Mgmt	Low	Reconfigure AWE approver list	Reconfigure AWE to allow all three possible approver configurations. Manager Only, Agency Administrator Only, and Manager and Agency Administrator.	Assigned	TBD
24062	CAPPS	Talent Management	No	ELM	Medium	PeopleTools Upgrade	The People Tools version of Texas Controller of Public Account PeopleSoft system will be upgraded from 8.57.11 up to 8.57.18. The People Tools upgrade will cover the upgrade of the following modules, Human Capital Management (HCM) and Enterprise Learning Management (ELM). The client customized object will be reapplied on the upgraded version to ensure that the existing functionality will be retained.	*Completed	PRD 12/20/20
24063	CAPPS	CAPPS HR/Payroll	No	PeopleTools	Medium	PeopleTools Upgrade	The People Tools version of Texas Controller of Public Account PeopleSoft system will be upgraded from 8.57.11 up to 8.57.17. The People Tools upgrade will cover the upgrade of the following modules, Human Capital Management (HCM) and Enterprise Learning Management (ELM). The client customized object will be reapplied on the upgraded version to ensure that the existing functionality will be retained.	*Completed	PRD 12/20/20
24568	CAPPS	Talent Management	No	Recruiting	Low	Add Position Details field on Requisition & Offer	Add Position details field on Requisition and Offer and also configure/update the existing Position Number field to have only 8 characters so that New Hire Interface will not fail with an error (POSITION_NBR in the file exceeded the number of allowable characters (Position Number format is up to 8 characters only)). New Position Details field will be configured to have a total of 1000 characters for agencies to enter any additional information or comments regarding the position in Recruit.	*Completed	PRD 11/12/20
24939	CAPPS	Talent Management	Yes	Recruiting	High	CAPPS Recruit Upgrade to Release 20D	CAPPS Recruit must take a mandatory upgrade to release 20D. Non-production environments must be upgraded between November 5th and 7th, and the production environment must be upgraded between November 19th and 21st.	*Completed	PRD 11/19/20
24940	CAPPS	Talent Management	Yes	Recruiting	High	Retire CAPPS Recruit Legacy Recruiting	The CAPPS Recruit Legacy Recruiting (Flex Recruiting) functionality must be retired by the end of 2020 due to Flash no longer being supported. The Fluid Recruiting functionality will remain, which does not use Flash.	*Completed	PRD 12/17/20
24955	Lottery(362)	Talent Management	Yes	Recruiting	Low	Career Section Text Update	Reword the statement, "This list includes all jobs currently available within our organization that match your employment profile." on the external career section to reference CAPPS (on the Jobs Matching My Profile page).	System Test	Projected Dates: UAT 3/22 to 4/23/21 PRD 5/12/21
25024	CAPPS	Talent Management	Yes	Reports	Medium	Monthly Budget Amount in CAPPS Recruit	Add a Monthly Budget Amount field in CAPPS Recruit on the requisition template, requisition, and offer. Update relevant reports such as the Requisition Details report with the new field.	In Work	Projected Dates: UAT 3/22 to 4/23/21 PRD 5/12/21
25084	TCEQ(582)	Talent Management	Yes	Reports	Medium	Posting Information on Requisition Details report	Add internal/external posting status to Requisition Details report.	In Work	UAT 3/22 to 4/23/21 PRD 5/12/21
25087	TCEQ(582)	Talent Management	Yes	Reports	Medium	Organization IDs on CAPPS Recruit Reports	Add department number and business unit number to the Candidate CSW Progress Details report and Candidate History Detail Report.	Assigned	UAT 3/22 to 4/23/21 PRD 5/12/21

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25088	TCEQ(582)	Talent Management	Yes	Reports	Medium	Additional Details on Candidates Hired Report	Add Date of Birth, all three veterans flags, business unit ID, business unit name, department ID, department name, state job code (from the requisition), and location to the Candidates Hired report.	Assigned	Projected Dates: UAT 3/22 to 4/23/21 PRD 5/12/21
25089	TCEQ(582)	Talent Management	Yes	Reports	Medium	Additional Details on Time to Hire – Candidate Rpt	Add all three veterans flags, business unit ID, business unit name, department ID, department name, state job code (from the requisition), and location to the Time to Hire – Candidate CSW Step Duration report.	Assigned	Projected Dates: UAT 3/22 to 4/23/21 PRD 5/12/21
25090	TCEQ(582)	Talent Management	Yes	Reports	Medium	Additional Details on Time to Hire – Req Report	Add business unit ID, business unit name, department ID, department name, state job code (from the requisition), location, number of days from unposted/expired (“close d”) to filled, and number of days from posted until filled to the Time to Hire – Requisition Management Metrics report.	Assigned	Projected Dates: UAT 3/22 to 4/23/21 PRD 5/12/21
25118	TCEQ(582)	Talent Management	Yes	Reports	Medium	Additional Details on Rec - Filled Position Trends	Build a second view of the data within the Recruiting - Filled Positions Trends report to add requisition title, business unit ID, business unit name, department ID, department name, location ID, and location name.	Assigned	Projected Dates: UAT 3/22 to 4/23/21 PRD 5/12/21
25119	TCEQ(582)	Talent Management	Yes	Reports	Medium	Org Numbers on Rec - Summary of Openings/Sub Hired	Add business unit ID, business unit name, department ID, department name to Recruiting - Summary of Openings and Submissions Hired Report. Build a second view of the data to display the information. Also add department ID and business unit ID to the prompt file.	Assigned	Projected Dates: UAT 3/22 to 4/23/21 PRD 5/12/21
25120	TCEQ(582)	Talent Management	Yes	Reports	Medium	Org Numbers on Candidate Offers Pending Approval	Build a second view of the data within the Candidate Offers Pending Approval report to add department ID, department name, business unit ID, and business unit name. Also add department ID and business unit ID to the prompt file.	Assigned	Projected Dates: UAT 3/22 to 4/23/21 PRD 5/12/21
25366	GLO(305)	Talent Management	Yes	Reports	Medium	Driver's License on Applicant Screen Int Summary	Add driver's license number and state to an existing CAPPS Recruit report such as the Applicant Screen - Interview Summary report as an extra data set.	Assigned	TBD
25638	CAPPS	CAPPS HR/Payroll	Yes	PeopleTools	High	Modify CAPPS logout page to integrate with IAM	The current CAPPS logout page is not informational enough to account for the new dependence on the IAM token. This modification to the CAPPS sign out page will give the user a URL to go to TxT Portal and sign out to properly end the token or inform them that they can close out of their browser session entirely which will also complete the sign out of TDIS as well as CAPPS. The sign out page will continue to be shown to the user after clicks the delivered Sign Out feature within CAPPS.	*In Work	TBD
25639	CAPPS	Talent Management	No	ELM	High	Modify CAPPS logout page to integrate with IAM	The current CAPPS logout page is not informational enough to account for the new dependence on the IAM token. This modification to the CAPPS sign out page will give the user a URL to go to TxT Portal and sign out to properly end the token or inform them that they can close out of their browser session entirely which will also complete the sign out of TDIS as well as CAPPS. The sign out page will continue to be shown to the user after clicks the delivered Sign Out feature within CAPPS.	*In Work	TBD
26120	CAPPS	Talent Management	Yes	Recruiting	Medium	CAPPS Recruit Upgrade to 20D.2	There is a mandatory update CAPPS Recruit to release 20D.2. Non-production environments are scheduled between 2/5 and 2/6, and production environments are scheduled between 2/19 and 2/20. The exact downtime scheduled by Oracle will be provided on 2/5.	*Assigned	Projected Dates: UAT 2/5 to 2/6/21 PRD 2/19 to 2/20/21

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26254	CAPPS	Talent Management	Yes	Interfaces	Medium	CAPPS Recruit Automatic Owner Updates	In CAPPS Recruit, someone who is listed as a n Owner can access a requisition. When the ownership is not updated after a user loses access to CAPPS Recruit or when a user becomes employed at another CAPPS Recruit agency. The ownership needs to change so the user does not have access to their prior agency's requisitions or any other items they previously owned.	Assigned	TBD
26335	CAPPS	Talent Management	Yes	Recruiting	Medium	CAPPS Recruit Help Link	Add a Help feature to CAPPS Recruit Fluid	Assigned	TBD